

FORRESTAL GARAGE PARKING TIPS & SUGGESTIONS FOR OUR CUSTOMERS

Parking Committee Guidelines

The Parking Committee must act independently in hearing, considering and deciding for the Department in an impartial manner all matters regarding appeals. The committee must meet as necessary, but at least once a month, to provide for the orderly, fair and expeditious handling of all parking appeal matters. The decisions of all meetings must be recorded and retained in the official files. Decisions of appeal rendered by the committee must be by majority vote and are the final decision. To the extent possible, committee members may not vote on appeals involving immediate supervisors or direct subordinate. The committee's final decision of record must include its consideration of the employee's appeal, if submitted, to the actions taken in relation to DOE's established policies and procedures. The appeal must address the appropriateness of the action taken by the parking attendants (i.e., issuance of the ticket), as well as official comments or responses from all involved parties. Within 15 days of receiving the appeal, the committee will provide its final decision to the employee in writing, along with all related material for review. Copies of committee decisions will be distributed to the Parking Management Office for official files.



Tips for Parking Permit Holders



Garage Entrances

Both entrances or the garage have a 6'10" height clearance, which limits entry. The Twelfth Street ramp will open at 6:00 a.m. and remain open until 7:00 p.m. on weekdays. On weekends and holidays, the 12th Street ramp will be closed. The Ninth Street ramp will open each work day at 3:00 p.m. and close at 9:00 a.m. the following work day. On weekends and holidays, the 9th Street ramp will remain open for 24 hours a day (opening Friday at 3:00 p.m. and remaining open until 9:00 a.m. Monday).

Parking Permit Sales

Monthly permits will be issued the last four working days of the month and the first three working days of the new month. The parking booth will be open to sell permits between the hours of 8am through 3pm. September permits will go on sale August 27th and the last day to purchase your permit will be September 5th. To reduce the wait time at the booth, we ask that permit holders please have their authorization card, proper government identification and old permit in hand.

Reporting Damages

If a driver accidentally strikes another vehicle in the parking facility, the driver must stop and check for any damage to either vehicle. If the other vehicle is damaged, the driver must notify the owner/driver immediately. The driver must also provide pertinent information about the accident to the security office and the parking attendant on duty. The parking attendant will notify the Federal Protective Service and Headquarters Security Office. In the event the parking office is closed at the time of the accident, or discovery of the accident, these notifications should be accomplished at the first opportunity when the parking office is open for business.

FYI

Should parking permit holders wish to appeal any action taken by the Parking Management Office, they must do so in writing to the Parking Committee within 15 days of the action. The permit holder must explain fully and clearly the basis for the appeal.

Questions about Parking

If you have any questions about Forrestal Parking Garage, please call Charvonne Burnett or Gwen Moten on 586-4271. You may also contact Byron Deegan at 586-9285 with your feedback & suggestions. We appreciate customer feedback and all suggestions to make our Forrestal Garage a safer, more user-friendly facility.



Car Pool Anyone?

Anyone interested in beginning a car pool in the upper North West/ Bethesda area? If so, please contact the Parking Management Office at 64271 for further details.

